

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

ARTICLE I - NAME AND PURPOSE

1.1 Name. The name of the organization shall be Bennett Park Baseball and Softball Athletic Association.

1.2 Purpose. The Bennett Park Baseball and Softball Athletic Association is a non-profit volunteer organization comprised of parents, coaches, youth and interested people of Forsyth County and the surrounding area. The vision we hold for Bennett Park is to develop the park into a first class baseball facility for the youth and their families in Forsyth County. We want the kids of Forsyth County to gain exceptional instruction, play in a family atmosphere ball park, and experience enjoyable memories that they will cherish their entire lives.

ARTICLE II - MEMBERSHIP

2.1 Bennett Park Booster Club Membership. The Bennett Park Booster Club consists of: 1) each individual or family which has a registered participant in activities sponsored by the Association, 2) each individual who has been accepted by the Bennett Park Board of Directors to coach in activities sponsored by the Association, 3) each individual who is elected to the Board of Directors of the Association or 4) a single family member of athletes in good financial standing during the current calendar year in which they are involved in either baseball or softball at Bennett Park. As applicable, the general membership will be considered active for one (1) year from the date of registration of a participant, acceptance as a coach or selection to the Board of Directors. If the individual and/or family in ANY of the 4 classifications above quits or resigns, the member will no longer be considered active.

2.2 Membership Revocation. Any individual who acts inconsistent with the purposes, rules or principles of this Association are subject to having their membership revoked by a majority vote of the Board of Directors. A membership can only be revoked following a hearing conducted by the Board of Directors where the member who is subject to expulsion has been given an opportunity to speak in his/her defense. Prior to the expulsion hearing, the affected member shall be notified no less than seven (7) days in advance of the hearing according to the mailing provisions provided for in section 3.5 of these By-laws. Also, prior to a revocation hearing, a membership can be suspended for no more than thirty (30) days by the President of the Association to allow time for a revocation hearing to be scheduled.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

ARTICLE III - MEETINGS OF THE BOOSTER CLUB MEMBERS

3.1 Time and Place of Meetings. Meetings of the Booster Club members of the Association shall be held at such date, time and place as is set by the Board of Directors.

3.2 Annual Meeting. An annual meeting of the Booster Club members shall be held during the month of July at a time to avoid tournaments and postseason play.

3.3 Regular Meeting. The Board of Directors shall determine by resolution how frequently to convene regular meetings of the Booster Club members.

3.4 Special Meeting. Special meetings of the Booster Club members may be called at anytime by a majority vote of the Board of Directors or when requested in writing by not less than ten (10) percent of the Booster Club members of the Association.

3.5 Notice of Booster Club Membership Meetings. Notices of upcoming meetings may be either written, electronic (e-mail) or posted on the Bennett Park Baseball and Softball Association web site. The notice shall state the date, time, place, and purpose of meeting. The notice shall be delivered not less than ten (10) nor more than thirty (30) days before the date of the meeting. If mailed, such notice shall be considered delivered when deposited in an official receptacle of the United States Postal Service, addressed to the Booster Club member at their last known address as it appears on the records of the Association and with prepaid postage attached thereon.

3.6 Quorum. Any number of members present at any Booster Club membership meeting of the Association shall constitute a quorum.

3.7 Voting Rights. Each Booster Club member of the Association shall be entitled to one (1) vote.

3.8 Proxies. No proxies will be allowed at any Booster Club membership meeting.

3.9 Resolutions. All resolutions voted on by members at a Booster Club membership meeting shall require a majority vote of the members present at the meeting to pass.

3.10 Elections. To be elected to the Board of Directors, all candidates shall require a plurality of votes of the members of the Association present at the annual Booster Club membership meeting.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

3.11 Order of Business. All meetings of the Booster Club membership of the Association shall be conducted by the President of the Association.

ARTICLE IV - GOVERNMENT

4.1 General Powers of the Board of Directors. The business and affairs of the Association as a whole shall be managed by the Board of Directors. Unless otherwise stated in these By-laws, the directors shall in all cases act as a Board, and they may adopt such rules and regulations for the conduct of their meetings and the management of the Association as they may deem proper.

4.2 Board of Directors. The Board of Directors shall consist of eleven officers consisting of an Executive Board and Full Board outlined as follows:

<b>FULL BOARD</b>	<b>EXECUTIVE BOARD (Voting Members)</b>	<b>President</b>
		<b>Vice President Baseball</b>
		<b>Vice President Softball</b>
		<b>Treasurer</b>
		<b>Secretary</b>
		<b>Director of 8 Year Olds and Under</b>
		<b>Director of 9 Year Olds and Up</b>
		<b>Director of Travel Ball</b>
		<b>Director of Softball</b>
		<b>Web Site Coordinator</b>
	<b>Equipment/ Uniform Coordinator</b>	

4.3 Board of Directors terms/elections/qualifications. All members of the Executive Board of Directors shall serve a term in office of approximately two years. The President, Secretary, Director of Softball, and Director of Travel Ball elections will be in even numbered years (Ex: 2012, 2014, 2016, etc..) The Vice President of Baseball, Vice President of Softball, Treasurer, Director of 8 Year Olds and Under, and Director of 9 Year Olds and Up elections will be in odd numbered years (Ex: 2013, 2015, 2017, etc..) This term shall run from the first day of August following their election at the annual Booster Club membership meeting in July to the last day of July in the election year. Each Executive Board officer shall be elected separately at the annual meeting. A candidate must be nominated for a specific office by a member of the Association and elected by a plurality of votes of members present at the annual meeting. All nominations must be submitted in writing to the Secretary to be placed

## BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

on the ballot. No write-ins will be accepted. All nominated and/or elected candidates should currently be a member of the Bennett Park Baseball and Softball Association at the time of their nomination/election and in good standing. All elected officers must be at least eighteen (18) years of age or older and be a current resident of Forsyth County, Georgia. Executive Board (Voting) members of the association cannot be in the same immediate family, as a husband and wife, boyfriend and girlfriend, siblings, or cousins. Exclusive travel involvement disqualifies any member of the Bennett Park Baseball and Softball Association from being elected for an exclusively recreation leadership position (Executive Board.) Coordinator Positions will be evaluated on an annual basis to determine if position is still warranted. These positions will be selected by the Executive Board on an annual basis by a simple majority vote. Any individual in good standing within the Booster Club may volunteer for one of the coordinator positions. In recognition of the time and effort put forth by the Directors and Coordinators all playing fees for family members are waived for the year in which the position is held.

4.4 Duties of the Board of Directors. The individual duties of the officers who compose the Board of Directors shall be defined but not limited to the following:

A. President - The President shall be the Chief Executive Officer of the Association and Chairman of the Board of Directors charged with the duty of supervising all of their functions subject to the orders of the Board of Directors. The President shall be responsible for the planning, preparation and implementation of all programs sponsored by the Association. He/she shall insure that sound economic principles are utilized throughout the Association. The President shall preside over all Booster Club membership, Board of Directors (Full Board), and Executive Board meetings. He/she shall appoint standing and special committees and their managers, and can serve as ex officio head of all committees. The President shall also discharge other such duties as may be assigned by the Board of Directors.

B. Vice President Baseball - The Vice President shall assist the President with all baseball related issues. He/she is also charged with the day to day operations of the Association sponsored baseball programs.

C. Vice President Softball - The Vice President shall assist the President with all softball related issues. He/she is also charged with the day to day operations of the Association sponsored softball programs.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

D. Treasurer - The Treasurer shall be charged with the management of the financial affairs of the Association. He/she shall collect all Association moneys and deposit those funds in the name of the Association in such banks as have been selected by the Executive Board of Directors for deposit of those funds. Detailed bank statements should be provided at all Executive Board meetings detailing the approved expenditures. The treasurer shall also discharge other such duties as may be assigned by the President.

E. Secretary - The Secretary shall conduct the correspondence of the Association, issue notices and keep the minutes of all Booster Club membership, Board of Directors (Full Board) and Executive Board meetings. He/she is also responsible for tracking the compliance of all park athletes per the County and Association guidelines. He/she shall be custodian of the records, keep the roll of all members of the Association, and discharge other such duties as may be assigned by the President.

F. Director 8 year olds and under - The Director of 8 and under shall act as the primary liaison between the Association's sponsored baseball coaches and the Board of Directors. He/she is responsible for assigning all coaches in accordance with County and Association guidelines for age groups 8 and under. He/she is also responsible for ensuring applicable age group coaches are kept informed of all applicable County and Association rules and any changes that may occur during the year. The Director of 8 year olds and under shall also discharge other such duties as may be assigned by the President.

G. Director 9 year olds and up - The Director of 9 and over shall act as the primary liaison between the Association's sponsored baseball coaches and the Board of Directors. He/she is responsible for assigning all coaches in accordance with County and Association guidelines for age groups 9 and over. He/she is also responsible for ensuring applicable age group coaches are kept informed of all applicable County and Association rules and any changes that may occur during the year. The Director of 9 year olds and up shall also discharge other such duties as may be assigned by the President.

H. Director of Travel Ball - The Travel Baseball Director shall be charged with the day to day operations of the Association Sponsored Travel baseball programs. He/she is responsible for the supervision of the Travel Coaches and act as the primary liaison between the Travel Coaches and the President. The Travel Baseball Director shall also discharge other such duties as may be assigned by the President.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

I. Director of Softball - The Director of softball shall act as the primary liaison between the Associations's sponsored softball coaches and the Board of Directors. He/she is responsible for assigning all coaches in accordance with County and Association guidelines. He/she is also responsible for ensuring coaches are kept informed of all applicable County and Association rules and any changes that may occur during the year. The Director of softball shall also discharge other such duties as may be assigned by the President.

J. Web-Site Coordinator - The Web-Site coordinator is responsible for posting all information on the Bennett Park Baseball and Softball website as deemed necessary and as provided by the Board of Directors. The Web-site coordinator shall also discharge other such duties as may be assigned by the President.

K. Equipment/Uniform Director - The Equipment/Uniform Director shall act as primary distributor of equipment. The Equipment/Uniform Director should report through and be supervised by the President of the Association. He/she should coordinate equipment pick-up and return times for coaches with the applicable Baseball/Softball Directors. He/She is responsible to maintain association equipment, by keeping inventory, evaluating equipment needs and proposing a yearly order to replace damaged or obsolete equipment. He/she is required to have all orders approved by the Board of Directors. The Equipment/Uniform Director shall also be responsible for obtaining uniforms for softball and baseball. This entails obtaining uniforms that meet the Board of Directors approval, securing a distributor that provides the players and coaches with the highest quality while still meeting our budgetary requirements on a yearly basis. The Coordinator will attend player registrations, obtain player sizes, and compile a master list of player's information which includes: sizes, two number choices, age and years of experience. The list is to be provided to all age group coaches at player drafts. The player's uniforms will be acquired and distributed to the individual player's coaches prior to opening day activities on a yearly basis. The Coordinator is also responsible for the coaches shirts and hats and any uniform corrections.

4.5 Arbitrator. The Board of Directors shall be the ultimate arbitrator with regards to issues affecting the Association.

4.6 By-law Modification. Modifications to the By-laws of the Association shall only be made via the passage of resolutions at an Association Booster Club membership meeting.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

ARTICLE V - MEETINGS OF THE BOARD OF DIRECTORS

5.1 Time and Place of Meetings. Meetings of the Board of Directors of the Association shall be held at such date, time and place as is set by the President of the Association.

5.2 Regular Meeting. Regular meetings of the Board of Directors shall be held, as a minimum, once per calendar quarter, but may be called more frequently and as appropriate by the President.

5.3 Special Meeting. Special meetings of the Board of Directors may be called at anytime by a majority vote of the Board of Directors. Any request for a special meeting shall be made in written form (e-mail is acceptable) to the President and must be approved by the majority of officers who are requesting the meeting. Once a request has been received by the President, the requested special meeting shall be held no later than fourteen (14) days following the receipt of the request.

5.4 Notice of Meetings. Notice stating the date, time and place of any regular or special meeting of the Board of Directors shall be given prior to the meeting. Notice shall consist of either verbal notice given in person, verbal notice given over the telephone to an officer or an officer's spouse, or if mailed, such notice shall be considered given when deposited no later than seven (7) days before the scheduled meeting in an official receptacle of the United States Postal Service, addressed to the officer at their last known address as it appears on the records of the Association and with prepaid postage attached thereon. Email is an acceptable form of notice.

In the case of a special meeting and in addition to the aforementioned information, the purpose(s) for which the meeting is called shall also be stated in the notice.

5.5 Quorum. A majority of the officers which make up the Board of Directors shall constitute a quorum for the transaction of Association business at any regular or special Board of Directors meeting.

5.6 Voting Rights. Each officer of the Board of Directors shall be entitled to one (1) vote on each matter voted upon at a regular or special meeting of the Board of Directors.

5.7 Proxies. No proxies will be allowed at any Board of Directors meeting.

5.8 Resolutions. Resolutions passed by a majority of the officers at a Board of Directors meeting in which a quorum exists shall be considered an act of the entire Board.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

5.9 Order of Business. All meetings of the Board of Directors shall be conducted by the President and recorded in the form of minutes by the Secretary.

5.10 Vacancies. The Board of Directors shall fill any vacancy which arises in the Board as a result of a resignation, relocation, incapacitation, death, etc. Their appointment shall be considered binding until the next election of officers at the annual meeting of the Booster Club membership of the Association.

5.11 Removal from Office. Any officer who acts inconsistent with the purposes, rules or principles of this Association, the laws and statutes of Forsyth County, state of Georgia or the United States are subject to removal from office by the Board of Directors. Also, any officer not present at any combination of three (3) or more consecutive Booster Club membership or Board of Directors meetings inclusive of their elected position is subject to removal by a majority vote of the Full Board of Directors with no less notice to the board member in question than seven (7) days in advance. See Appendix A Disciplinary Issues for examples of unacceptable behavior for the Bennett Park Board of Directors and coaching staff. In order to remove an officer in any other circumstance from the Board of Directors, it will be necessary for two-thirds (2/3) or greater of the total number of officers of the Executive Board of Directors, less the vote of the officer in question, to vote in favor of the removal. A vote to remove an officer from the Board of Directors can only be taken following a hearing conducted by the Board of Directors where the officer who is subject to removal has been given an opportunity to speak in his/her defense. Prior to the removal hearing, the affected officer shall be notified no less than seven (7) days in advance of the hearing according to the mailing provisions provided for in section 3.5 of these By-laws. Once a Bennett Park Board member is removed from office he/she is not permitted to run for a Board position at the next vote. He/she must complete one full season with good conduct to run for a coordinator position and two full seasons of good conduct to run for an Executive Board position.



## BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

### APPENDIX A - Disciplinary Issues

- Board Directors and Coordinators
  - Board Directors and Coordinators will be held to a higher standard than that of any other member within the Bennett Park Booster Club.
  - Conduct unworthy of our Board or Coordinators consists of:
    1. Yelling at a child for ANY reason.
    2. Yelling at an umpire.
    3. Yelling at another adult.
    4. Cussing, spitting on, or the use of lewd language in front of others.
    5. Throwing any object at another person.
    6. Fighting.
    7. Making obscene gestures.
  - Each infraction, regardless of the judgment proposed by the Forsyth County Parks & Recreation Department Youth Baseball & Softball Program, will be heard by the remaining members of the Bennett Park Board of Directors (See section 5.11 of the by-laws.)
  
- Coaching Staff
  - The head coach is ultimately responsible for all members of staff, players and parents. It is recommended that expectations be provided to involved individuals at the start of each season. Provide a copy of the Bennett Park Code of Conduct and refer them to the Forsyth County Baseball and Softball rules and guidelines which spell out unacceptable behavior and punishment for all Booster Club members.
  - Conduct unworthy of our coaching staff consists of
    1. Yelling at a child for ANY reason.
    2. Yelling at an umpire.
    3. Yelling at another adult.
    4. Cussing, spitting on, or the use of lewd language in front of others.
    5. Throwing any object at another person.
    6. Fighting.
    7. Making obscene gestures.
  - Regardless of penalty, or lack thereof, set forth by the Forsyth County Parks & Recreation Department Youth Baseball & Softball Program, a hearing will be held by the Bennett Park Board of Directors (See section 2.2 of the bylaws.)
  - After hearing all relevant facts, a guilty or not guilty vote will be conducted by simple majority. The Board may then suspend coaching privileges for three games or the season.

BENNETT PARK BASEBALL AND SOFTBALL ATHLETIC ASSOCIATION

- o The individual, if suspended for the season, will not be provided the opportunity to run for Coordinator until *one* season of acceptable behavior has been established.
- o The individual, if found guilty, will not be provided the opportunity to run for a Director position until *two* seasons of acceptable behavior have been established.